



Rio Arriba County Detention Center (RACDC) POLICY 023: CLASSIFICATION

The Rio Arriba County Detention facility shift supervisor shall implement and classify inmates admitted to the facility to ensure fair and consistent determination of the individual security and program needs. Classification procedures shall be done on every inmate as soon as possible after the booking process. Classification categories are isolation, maximum, medium, minimum, and trustee.

Definitions:

Isolation: Means confinement status for inmates that pose a high risk to the security of the facility or to the safety of the staff, visitors, other inmates, or is in jeopardy of harm to himself or herself. High escape risks will be in isolation status. These inmates must be closely watched and should be housed in the booking area of the facility.

Maximum: Means a classification assignment of an inmate who poses a high risk to the security of the facility or the safety of the staff, other inmates, visitors, or himself/herself. Also a category for inmates who receive disciplinary reports within the facility. These inmates are to be closely watched and have single cell occupancy if available but definitely no more than double bunk cells. These inmates will be on lock-down status for twenty-three hours out of the day and have one hour for phone calls, showers, and programming. A-pod is considered maximum security.

Medium: Means a classification assignment for inmates assigned a medium risk to the facility. This category usually applies to inmates charged with felonies or high misdemeanors, parole or probation violations, or inmates that have been to the penitentiary before. These inmates are allowed at least ten hours out of their cell every day. C-pod is considered medium security.

Minimum: Means a classification assignment for inmates that do not pose a great threat to the facility. This classification is usually for all sentenced inmates that do not have any holds from other agencies. This classification is also for inmates that are charged with misdemeanor charges with low bonds. Inmates with felony charges that have adjusted were and do not have high bond amounts could be eligible for minimum security status. Minimum status inmates will be housed in a dormitory setting.

Trustee: Means a classification assignment of a minimum classification status inmate who is also assigned to perform duties in or around the facility. Trustee inmates will be of minimum status and cannot have pending charges and must be sentenced. Inmates selected for outside details must not have ever been convicted of escape charges, capital



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charges such as murder and rape. This type of inmates must have never been convicted of a crime that involves children and must not be involved with any organized crime group as specified in 1978 NMSA 33-2-44.

General Information

1. All potential suicides, past and present law enforcement officers, security risks with a history of escapes, and inmates waiting to go to the penitentiary will be classified as isolation or maximum inmates. Classification can be over-ridden by administration.
2. Isolation shall not be used as punishment but rather as classification to ensure an orderly running facility. Isolation is merely a classification used to keep an inmate from harming him/herself or from harming others.
3. Classification of the inmates entering the facility shall take into account the safety and well-being of all the inmates.
4. Inmates assigned to trustee status shall be determined by administration and shall be based on charges, bond, length of sentence, and previous arrest history and facility adjustment.
5. All protective custody inmates will be housed in the detoxification cells, unless full, thereafter they will be placed in any booking cell.
6. Intoxicated inmates will be housed in the detoxification cells until sober and then classified accordingly when sober.
7. If an inmate has to be moved from one classification to another, it shall be noted on the classification form and a reason given for the movement. The date of the movement shall also be indicated.
8. When an inmate is moved to another assignment all the count forms shall also be adjusted by the Shift Supervisor.
9. Inmates have the right to appeal any reclassification decision. Final authority lies with the administrator.